

Subject: Fwd: 11/17 Team Up to Clean Up - Event Overview & Details

From: LCapone

Date: 11/16/2018, 12:22 PM

To: Robert Gonzales

CC: Belinda Jackson <belinda.jackson@lacity.org>, Juan Benitez <juan.benitez@lacity.org>, Trish Delgado <trish.delgado@lacity.org>, Gus Sedano <gus.sedano@lacity.org>

Robert I sent you the flyer on Thursday. Everyone else on the post received it. Here is the note I received today and you are on the email chain.

Gus will have a table and tent available for Joella's coffee and...

Are you up to speed?

Let me know

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----- Forwarded message -----

From: Joella Hopkins <joella.hopkins@lacity.org>

Date: Fri, Nov 16, 2018 at 11:34 AM

Subject: 11/17 Team Up to Clean Up - Event Overview & Details

To: Robert Gonzales <robert.c.gonzales@lacity.org>, Louise Capone <louise.capone@lacity.org>, Belinda Jackson <Belinda.Jackson@lacity.org>, Patricia Delgado <trish.delgado@lacity.org>

Hi there. Hope this message finds you all well. Please see below details for tomorrow's event.

- Please see attached the Team Up to Clean Up - final flyer. We've been posting on social media etc. We will be one more push this afternoon.
- We will have AAA Rents arriving at 730AM to set up the handful of pop-ups, tables, chairs.
 - LOUISE / ROBERT - Can you please confirm where you would like us to have them load in. We will have 5 pop-ups (10x10's).
- It looks like we will have about 40 - 50 residence come out to support. (Fingers crossed).
- We will have coffee/pastries at 9am. We are looking to welcome everyone at 930 and then take Robert's lead in breaking into groups.
- Please let me know if there are any last minute details I need to review with the team.

THANK YOU and looking forward to tomorrow.

Best,

Joella Hopkins

DTLA Area Director & Strategic Media

Office of Councilmember José Huizar

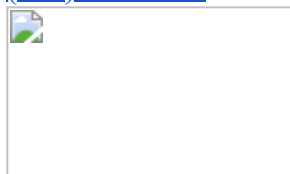
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- [Attachments-20/TeamUpCleanUpFlyer v8-01.jpg](#)